

**CALIFORNIA HIGH-SPEED RAIL AUTHORITY
CHIEF EXECUTIVE OFFICER 2010
PROPOSED RECRUITMENT SCHEDULE**

<u>Task</u>	<u>Anticipated Completion Date</u>
1. Information gathering / develop candidate profile via Board input	week of 1/18
2. Advertising	
Draft ad to Authority for approval	1/22
Place ads	1/25
3. Recruitment brochure	
Draft brochure to Authority for approval	1/22
Brochure design developed	1/25
Board approves brochure design	1/26
4. Identify and contact potential candidates	starting week of 1/25
5. Final filing date	Open until filled
6. Progress Report to Authority Board	2/4
7. Preliminary Screening	
Preliminary screening of resumes	ongoing
Preliminary interviews by consultant	ongoing
8. Submit Client Report to Authority	2/26
9. Meet with Authority; select finalists	3/4
10. Authority interviews finalists	week of 3/15
11. Reference/background checks conducted	3/26
12. Negotiate compensation/announce appointment	3/31